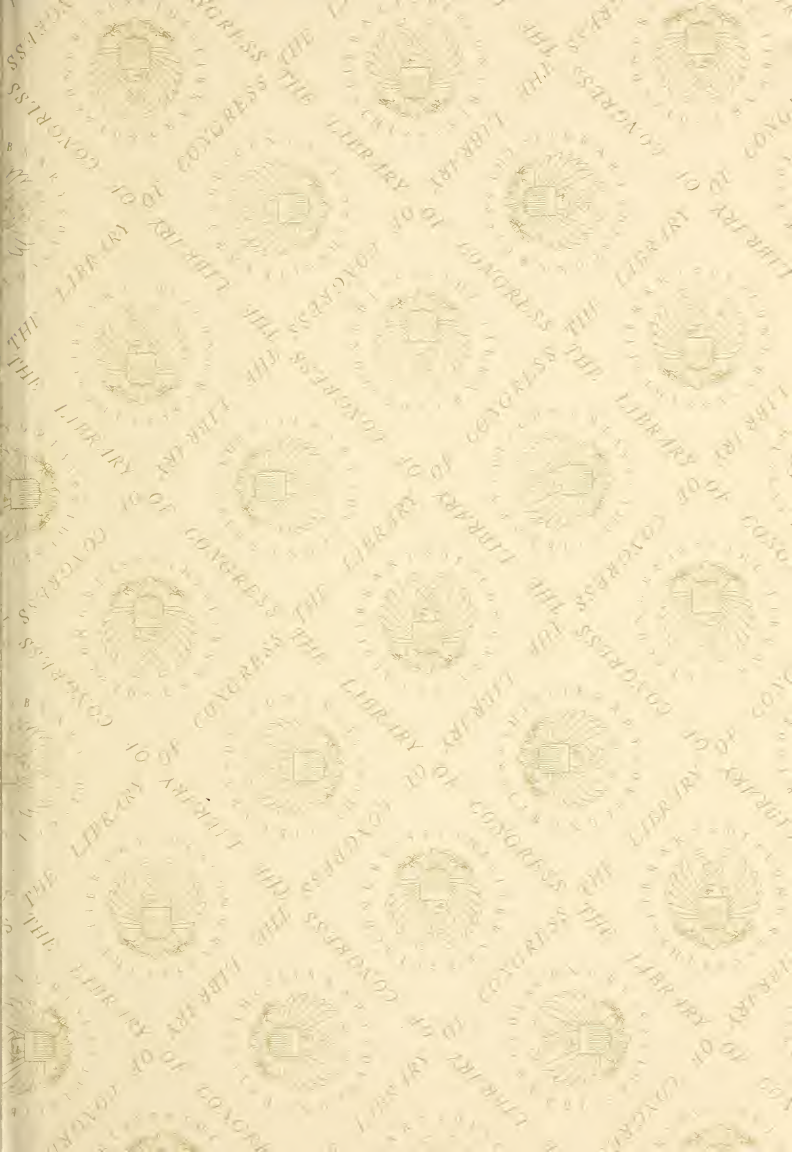


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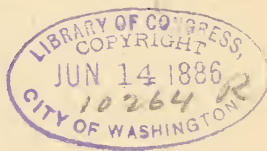
# HOW



It is said that books which treat of manners  
and customs, live longer than many  
nobler works dealing with  
less popular subjects.



By C. M. W.



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## PREFACE.



*In this age of busy lives and crowded hours, one scarcely finds time, to more than snatch a few sentences on any subject. This thought has suggested to the compiler of this little volume, the putting together of some of the received rules and maxims of polite society, in a form which can be read at odd moments, while waiting for the train, the boat, or in the hours of summer leisure. Short paragraphs are more easily read, and the memory retains them longer, than whole pages on the same subject.*

*This compilation has been made from various authorities upon Etiquette, and together with suggestions which have occurred to the compiler, is now presented to the reader in a form convenient for reference.*

*“A publication is not rendered improper or needless, because works of a similar nature have preceded it. Little would ever issue from the press if such a principle were admitted. For what new thing is there under the sun? Neither is an author in this case supposed to undervalue the labors of those who have gone before him.”—WM. JAY.*





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# I

## Calls and Receptions.

\* \*

**"Manners are of more importance than Laws."—BURKE.**

\* \*

"To the unrefined or the underbred person the visiting card is but a trifling and insignificant bit of paper ; but to the cultured desciple of social law it conveys a subtle and unmistakable intelligence. Its texture, style of engraving, and even the hour of leaving it, combine to place the stranger whose name it bears in a pleasant or disagreeable attitude, even before his manners, conversation and face have been

able to explain his social position. The higher the civilization of a community, the more careful is it to preserve the elegance of its social forms."

It has for a long time been the custom to have the initials R. S. V. P., engraved or written on all cards of invitation, but it is now generally understood that the usages of good society require that an invitation shall be answered without delay, and that it would be the greatest neglect not to do so; hence, the form of using these initials is unnecessary, and has the appearance of reminding a person of their duty.

A card sent by a messenger, or by mail, is equivalent to a call. One card, even, during the year is sufficient; by this you can be kept on any lady's list of acquaintances.

Social visits are nearly obsolete. All sociability is largely confined to receptions, lunches, five o'clock teas, &c.; that is, the more formal visits. The reason for this is obvious; in our crowded cities and busy life, we have no time for protracted visits, as in the olden time.

If a lady has a certain day, for seeing her friends, a call should be made on that day, if possible.

If one cannot call on the reception days, apologize for calling at another time, perhaps giving as a reason, that so many ladies have the same day, that all cannot be reached.

It is better to have a smaller circle of acquaintances, and have time to enjoy their society.

A first call should be returned within a week.

In calling where there are several ladies in the family, leave a card for each. In making the first call of a season, a lady should leave her own card, and that of her husband, and other members of her family if she chooses.

It is not necessary to call after a reception if one has attended it, or has left or sent a card on that day.

It is a pleasant custom to have an evening every week to give to one's friends, having a light refreshment served, a cup of chocolate and thin bread and butter, or a cup of coffee and cake.



When it is understood season after season that a lady has a certain evening for her friends, her home becomes a favorite place, where there is little ceremony and where one finds those they wish to meet.

Cards with the names of husband and wife, as "Mr. and Mrs. L. O. Smith," engraved on one card are used as cards of condolence or congratulation, but not as visiting cards.

In Europe the custom of sending cards by mail is universal, and it is gaining in favor in this country. Much valuable time and endless trouble can be saved in this way.

A lady should always inform her servant if she is not to see visitors, as it is very annoying to be seated in the parlor and then be told that the lady of the house cannot see you.

A gentleman is not expected to call on a lady unless invited to do so. She can do this in a very simple way, as, "I hope we shall see you," or something of that kind.

Never take a gentleman's hat or coat when he calls; allow him to take care of them.

When and where to leave a card is often a vexed question in this day, when sociability is carried on so largely through this medium.

P. P. C. cards are left when one is going out of town for a length of time; they may be sent by mail.

In giving an invitation, if the lady's card who sends the invitation, is enclosed, it is the same as if she had called.

When a young lady first enters society, her card should be left with that of her mother, or her name engraved on the same card with her mother's.

A call should be made, or a card sent within a week after an invitation, whether the invitation is accepted or not.

When a lady has been absent for a length of time, it is proper on her return, to leave cards at the homes of her friends and acquaintances. Every lady should keep a calling list or visiting book.

It is customary, when the birth of a child occurs, to send to friends, (enclosed in a small envelope), a tiny card with the name of the child and date of birth engraved upon it. This may be accompanied by a card, with the name of the parents, as, "Mr. and Mrs. R. Smith," if they choose.

Washington is the only city where new comers call on the residents. In all other cities and towns the resident calls on the new comer. Washington people greatly prefer their custom, but the usages of society there cannot, with propriety, be applied to any other city.

A young lady should remember, that gentlemen respect those, who are particular not to allow expense to be incured for them too often, or in too large an amount.

It is customary for ladies who have a certain day for receiving their friends, to pass coffee or chocolate with cake, thin bread and butter, or wafers. It is pleasant any time, for a lady to have something to offer a guest; a glass of lemonade, a cup of bouillon

or some confection. Wine is to be shunned. It is more hospitable to offer some refreshment. We do less of this here, than in any other country.

If ladies are to have any time to devote to their favorite pursuit, or study—such as music, art, embroidery, painting or writing, or for charitable work, they cannot have the time broken up by promiscuous visiting. So, from necessity, visiting becomes formal. Ladies should never be over-dressed in receiving at home.

If a lady is not certain that her hostess knows her name, she should be sure to speak it. One should always leave a card in the hall if none is sent by the servant, as it assists in remembering their visit.

“Miss” should always be engraved on a young lady’s card before her name.

A first visit should never be returned by card unless the lady is in mourning, in that case she may send her card.

It is no longer good form to turn down the corner of a card. A plain card, engraved, is in the best taste. The name written on the card, is allowable, but never use a printed card.





## II

# On the Street.

\* \*

"We'll wander thro' the streets and note the quality of people."

\* \*

"A woman can wear nothing so becoming as a winning smile."

Avoid a cloud in the face, a frown or a scowl, no matter how you feel.

Form the habit of wearing a smiling face at all times; it is greatly a matter of habit.

In meeting people on the street, always take the right; if this is observed no awkward scene will occur. Never bow to the same person a second time, unless very intimate.

It is rude to push or jostle against people; always be ready with a "beg pardon," if you accidentally push against another.

Gentlemen should raise the hat to ladies they meet on the street, and in the halls and stairways of hotels.

Introductions on the street may not be taken as formal, and the acquaintance may, or may not, be kept up, just as it is found to be agreeable. A gentleman should wait for a lady to bow first.



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Wherever you are, respect the rights of others, whether on a crowded street, in a car or omnibus, or in a public assembly.

It is ill-bred to be boisterous or loud in any place. Young ladies should not be seen on the street too often ; it makes them seem common.

Foreigners have too much reason for thinking that our young ladies are bold and familiar and have no dignity.

A habit of continually gadding abroad, in search of amusement, will give one a restlessness of temper which will be difficult if not impossible to overcome in after years. Never be in the habit of carrying to your friends the last bit of scandal or idle gossip.

“Though it be honest, it is never good to bring bad news.” “Let ill tidings tell themselves.”

Quiet dress on the street is in the best taste. Bright colors, and bad taste in dress, often cause women to be misunderstood.

Some ladies have correct taste intuitively. They know without thinking, what is pretty and becoming, while others have no conception of this, and take the word of the modiste as law.

No matter how much money a lady may spend on her dress, if it is not in good taste, she is dowdy and vulgar in appearance. Every one should study what is becoming to *her* style and not adopt a style because it is the fashion, with nothing more to recommend it.

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*Never dress conspicuously.* Avoid being overdressed. The style of dress for the street is more and more plain—fewer ruffles and furbelows.

It is said that the Princess of Wales recently wore in London, a suit of navy-blue flannel when riding on the top of a coach—a great contrast to the gay colors and delicate materials, worn by ladies in New York, as they ride in the coaching parties.

A plain riding-habit is one of the most becoming dresses a lady can wear.

Be scrupulously neat in attire. Gloves, ribbons and handkerchiefs should be fresh and of the daintiest sort.

Laces should be confined to the house.

Always be civil and courteous to every one and  
be quick to render a favor to the aged and decrepit.  
“Small service is true service while it lasts.”

“If every one would see to his own reformation,  
How very easily you might reform a nation.”

OLD RHYMES.





### III

## At Home.

\* \*

“Winning ways and habitual courtesy, make their way to all hearts.”

\* \*

When people are invited to a house it should be considered proper to speak to any person present without an introduction. People are sometimes over-nice in regard to this, and it amounts to rudeness. It is ill-bred to resent being spoken to because no introduction has taken place, when all are invited guests. Conversation should be as easy and natural as if their names had been formerly spoken.

In introductions, always present the gentleman to the lady. No gentleman should be introduced to a lady without her permission, and no lady should be introduced to another unless they have been asked if it is agreeable.

At a dinner party, the hostess should introduce to a lady the gentleman who is to take her to dinner. An invitation to dinner should always be sent by a private messenger. All other invitations and cards, may be sent by mail.

An answer to an invitation to dinner, must be immediately returned in the same manner it is sent. After a dinner a personal visit should be made within a week.

Because a lady has not a large house she should not feel that she cannot give luncheons or dinners.

A small house, where everything is dainty and in good taste, is often more attractive than the more pretentious. We take as a matter of course, the large parties and balls of the wealthy, but the select tastefully arranged luncheon or musicale, in a cozy home, is refreshing and enjoyable, partly from the simplicity and good cheer.

Bring together people of similar tastes and sympathies and you have the pleasantest sort of company. It is not the display that one can make, that pleases people, it is the feeling of good fellowship.

Emerson says: "Fashion is good sense entertaining company; it hates corners, and sharp points

of character ; hates quarrelsome, egotistical, solitary, and gloomy people ; hates whatever can interfere with total blending of parties, while it values all particularities as in the highest degree refreshing, which can consist with good fellowship."

If a person is naturally critical and harsh in judgment, they should, by a great effort, overcome that disposition.

A cynic is always to be dreaded.

Do not keep all the pleasant things you can say of your friends, until they are dead. It cheers many a heavy heart to tell them of their virtues. It need not be flattery.

The home should be the place for all kind and pleasant sayings.



Do not talk slang. Never talk in a loud and boisterous tone, and on the other hand, do not be dull, and without spirit; have a bright way of saying things, without being pert.

On entering a room where there is company, commence talking in a spirited way at once. Don't wait for the mood to come, or you will be embarrassed and awkward. Commence just as if you had left the person five minutes before. You need not wait to be seated, one often feels more at ease while standing.

So many people suffer from shyness. Do not think about yourself if you are sensitive and shy; try to keep some one else in mind, or some subject; forget self; try not to seem nervous; have repose in everything.

Some of the best men and women are bashful and shy. It is simply self-consciousness, and very difficult to overcome.

Mingle more in society ; nothing cures shyness as quickly as rubbing against people as one meets them in society. You cannot reason self-consciousness away, no matter how wise you are. Actual contact with people at tea-parties, dinners, luncheons, everywhere, is the way to best effect a cure.

Hawthorne knew what a shy, sensitive person can suffer ; he never overcame the dread of meeting people, and would do anything to avoid seeing strangers. By not overcoming this while young, he suffered all through his life.

Those who are awkward and timid should remember, that some of our first men have suffered for a greater part of their lives, from this.

Try to be courteous and pleasant to all. Avoid extremes; be neither too cold and formal on the one hand, nor too effusive and familiar on the other.

The foundation and root of politeness, is "doing to others as you would be done by."

It is a sign of ill-breeding to be indifferent, or have a want of consideration for the feelings of others.

The habitual use of courtesy will oil the wheels of life for you.

Examine every part of your conduct towards others, by supposing an exchange of places. "Good manners are the expressions of benevolence, in personal intercourse." Always try to promote the comfort and enjoyment of others.

The manners and habits of parents are, to a great extent, transmitted to children.

We should never think it is of little consequence how we behave at home, if we are only polite elsewhere. Persons who are careless and ill-bred at home, may imagine they can assume good manners when in society, but it is a mistake. Fixed habits of tone, manner, language, cannot be so suddenly changed.

Precedence should always be given to the older members of the family.

Children should be required to offer their parents and superiors in age or station, the easy chair, the warm corner, and always in a respectful manner.

This respectful deference to parents is nearly obsolete. It is to be deplored, that it should be one of the lost arts.

Courtesy toward parents should be carefully cherished; the tone and manner should indicate respect. None so ready as young children to assume airs of equality.

*Every* act of kindness and attention should be acknowledged. If one is obliged to step before another, ask pardon.

Do not notice personal defects. Never allude to the faults of others or the faults of their friends.

Never speak disparagingly of the sect or party to which a person belongs.

It is ill-bred to be inattentive when a person is talking to you. Never contradict; if you think differently express it kindly. Never be dogmatical.

Avoid all disgusting or offensive personal habits, such as fingering the hair, the face, the lips, cleaning the teeth, or blowing the nose with a noise. All these tricks are marks of ill-breeding and disgusting to persons of refinement.

On the other hand, to bear patiently with defects in manners, and to make allowance for want of

advantages is one mark of the benevolence of good breeding.

Never refer to your own trials and afflictions. Talk to others of their own affairs, they are more interested in them, and they will like you better if you are interested in what belongs to them.

Never interrupt a person while talking, no matter how important, what you have to say may be.

If there is anything you can do to contribute to the pleasure of the company you are in, do not refuse. If asked to sing, or play, or read, do it cheerfully, if in your power. If it is impossible, refuse politely, but decidedly. Do not hesitate and after being repeatedly urged, comply.

It is not good form to urge people, after they have refused.

If you are relating any anecdote, don't give all particulars and be tiresome; get to the point. You can take the pith out of any story, by going into all the details.

In general conversation, go from one subject to another, with ease and rapidity. Some people have a habit of sticking to a subject, until it is thread-bare.

It is very bad taste to be captious, fault-finding, and suspicious.

If one tries to be pleased, he will find much to please him.



It is said, and with much truth, that *correct manners* will go for more in society, than education or wealth.





#### IV

## At the Table.

\* \*

“Cleopatra is said to have owed her Empire over Caesar, as much to her suppers, as to her beauty.”

\* \*

“The straight way to a man’s heart is through his stomach.”

“Manners make the man,” said Lord Chesterfield, and no where can good-breeding so readily be seen as at the table.

Mothers cannot commence too young to train their children in table manners.

Eat slowly, and with the mouth closed. Use the napkin carefully ; never put it round the neck like a bib. A napkin should never be used but once before being sent to the laundry. Plain, heavy damask are the most elegant napkins, but some ladies like the lighter ones, with drawn work and tied fringe.

Never load up the fork. Never put the knife in the mouth. Be deliberate in all the movements.

It is awkward to leave the knife and fork, on the plate when passed the second time ; keep them in the hand. Never appear nervous by fingering articles on the table.

Crackers or bread should not be broken into the soup ; break off bits and put into the mouth.

Vegetables should never be eaten with a spoon, when a fork can be used.

English people serve strawberries with the stems on; they are taken in the fingers, and dipped into sugar and eaten.

It is not an easy thing to eat an orange gracefully. Some make or cut a place at the stem, and eat the juice with a spoon; others peel and quarter them or divide them as they naturally grow.

Always eat grapes behind the hand, so as to catch stones and skins without being seen.

In eating salad that has not been cut up, a knife as well as a fork should be provided, as a leaf of lettuce cannot be managed well without.

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Use small spoons with the after-dinner coffee cups which are so generally used.

Menu cards are not used at luncheons. Conversation should be a part of table manners.

The modern dinner is becoming quite a formidable affair for the ordinary housewife.

Dinner parties given on Sunday are not considered good form in the best society, says "Sensible Etiquette." When a friend or two are invited to dine on Sunday it is in an informal way.

Well-trained servants are a necessity, if the hostess is to have any ease of mind. When a lady is sure her servants can go through with course after course, quietly and orderly, without a mistake, she can enjoy her guests.

No lady should undertake more than she can carry out well. Never invite more than you can make comfortable. A crowded table is uncomfortable in the extreme. Unless too great display is undertaken, one servant well trained can wait on a table of ten.

Invitations to dinner should be given a week or fortnight before, and they should be accepted or declined immediately.

Cards should be placed in the hall with the names of the gentlemen, and the ladies, they are to take to dinner. If not acquainted ask the hostess for an introduction.

Dinner tables have become works of art. The beautiful hand-painted china, in endless variety of

shapes; the glass, the silver, the wax candles in silver candelabra; the mirrors in the center to reflect the choicest flowers; the favors in bewildering variety and beauty, all contribute to make it a fairy scene.

Always use a heavy double-faced cotton-flannel table-cloth under the damask cloth, as it makes it look heavy and elegant.

Flat baskets of flowers and low dishes are not used as formerly; high pieces, as candlesticks or candelabra are more stylish.

Knives and forks should be laid by each plate for every course except the dessert. Knives, forks and spoons should be placed on the side-board for the dessert.

On a side-table should be placed the finger-bowls with a plate and doyley for each. The cups and saucers should be on this table also.

The servants should always go to the left of the guest, so that they can take the dish with the right hand.

Oysters on the half-shell or on oyster plates are served first. Then soup and fish. Roasts and game are followed by the salad, with or without cheese; then comes the dessert, after which the plate with doyley and finger-bowl is placed before every one. Remove the doyley and finger-bowl to one side, and use the plate for fruit.

Preserved ginger is very nice for a course before coffee, and after fruit. Black coffee in small cups is the last course.



The hostess rises which is a sign for all to do so ; if gentlemen remain they are seated again while the ladies repair to the drawing-room.

Favors in endless variety are given at dinner ; fabulous prices are sometimes paid for them ; baskets of elegant flowers, reticules of French confections, etc., are used for both luncheon and dinner, as favors. Fans, bags, toys, painted ribbons, painted cards, everything either simple or elaborate. Ladies often paint their own favors.

Ladies living in the country should not attempt dinners as elaborate as those in town, for they have not, and cannot obtain, the appliances for doing this. More simplicity is expected in the country, but there are many accessories that will make any dinner or any meal attractive.

In the first place the dining-room should be cheerful—the windows wide open to enjoy the sunshine and the landscape.

Hard wood floors are preferable to carpets, and rugs scattered about are a great addition.

Colored table cloths may be used for breakfast or luncheon, but white damask for dinner, pure as snow.

Always have flowers on the table, *if possible*. Wild flowers are very pretty and so suggestive of sunshine and pure air.

The flower garden affords an endless variety and they last way into the fall. The gay annuals are at their best late in the season. The brilliant nasturtium is in its glory until frost comes.

The vegetable garden is a never-ending source of pleasure to the ingenious housewife. Numberless varieties of salads, so delicious in warm weather, may be made with the fresh crisp lettuce, the ripe tomatoes, and the sweet peas, green corn, and cauliflower tempt the most delicate appetite.

Sweet cream can be used in making custards, charlottes, whipped cream, and ice cream. All are delicate and delightful desserts.

Fruit and melons should be used freely, and if life in the country is not Paradise, it certainly affords the Ambrosia.

Platter and tray cloths take the place of table mats. These are made in a variety of ways. A piece of heavy linen may be fringed or hem-stitched

on the edge and a pretty design stamped for etching. Or, heavier ones can be found at the stores with designs already stamped on them.

Napkins should be thoroughly aired. The damp, greasy napkin so often found at hotels will take away the appetite of any delicate person. Never fold the napkin at a dinner party.

“The napkin has played famous parts in the fortunes of men and women. It was one of the points admired in Marie Stuart, that thanks to her exquisite breeding in the Court of Marie de Medici, her table was more imposing than the full Court of her great rival and executioner, Elizabeth. At the table of the latter, the rudest forms were maintained, the dishes were served on the table, and the great queen

helped herself to the platter without fork or spoon, a page standing behind her with a silver ewer to bathe her fingers after she had taken the flesh from the roasts."

"At the court of the empire, Eugenie was excessively fastidious. The use of a napkin and the manner of eating an egg, made or ruined the career of a guest. The great critic, Saint Beuve, was disgraced, and left off the visiting list, because, at a breakfast with the Emperor and Empress at the Tuileries, he carelessly opened his napkin and spread it over his two knees, and cut his egg in two in the middle. The court etiquette prescribed that the half-folded napkin should lie on the left knee, to be used in the least obtrusive manner in touching the lips, and the egg was to be merely broken on the larger end with

the edge of the spoon and drained with its tip.”—  
From “SENSIBLE ETIQUETTE.”

Dishes garnished with capers, water cresses, or parsley are very attractive, and a plain dish of hashed meat or potatoës, garnished with hard boiled eggs and parsley, is very tempting. A little care and taste adds much to a plain meal.

Servants should always be neat and tidy in appearance. Neatness is a great virtue in them. Long white aprons and white caps should be worn by the housemaid.

Always require the servant to answer the bell at once. Nothing is more annoying than to be kept waiting at the door while the servant takes her time.

Be kind, but not familiar, with servants. Teach them to move quietly about—to wear light shoes.

The adage that used to be applied to children should apply to them—"servants should be seen and not heard." Neatness and good manners are essential to their efficiency.





V

# Weddings.

\* \*

“Unless you can swear, for life, for death,  
Oh, fear to call it loving.”

—MRS. BROWNING.

\* \*

“A love affair must either be sober earnest, or contemptible nonsense; it must be a thing with which you have no business at all, or it must be the most serious business of your life.”

An engagement of marriage should be announced soon after its consummation. This may be done in different ways. Sometimes a party is given by the



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mother of the young lady, when congratulations are in order ; or the family conveys the news to a few intimate friends, and it is then soon known. It is customary for the mother of the groom to invite the bride-elect and her family to a dinner soon after the announcement.

More latitude is allowable in this country than in England between a newly engaged couple. There, no young lady is permitted to ride alone with her fiancé, nor attend any public entertainment without a chaperon.

About three weeks before the wedding a young lady should leave her card at the door of her acquaintances ; a call is not expected.

Wedding cards should be sent two weeks before the wedding, the style of invitations vary with the fashion of the day. After the wedding cards are out the young lady does not appear in public.

Day weddings are nearly the same as evening weddings, only the dress suit may be omitted in the day time.

By many, the quiet wedding is considered the pleasanter.

A morning wedding, where only the personal friends of the family are invited, is often preferred to the public display of large weddings.

The making of wedding presents has come to be an expensive and often a burdensome affair. The extravagant display is not in the best taste.

Presents may be elegant and costly, or simple and unpretentious. Sometimes gifts which are the work of a friend, as paintings, embroidery, etc., are valued more highly than those purchased, because it shows personal work and interest of the friend.

It is a matter of taste whether wedding presents may be exhibited at the wedding or not. When this is done it is better to remove the cards of the donors.

Presents are sent weeks before the time of the wedding, and are generally sent from the place where they are purchased with the giver's card.

The young lady should always acknowledge these gifts with a pretty note of thanks. By overlooking this, friends have sometimes been made enemies.

The English custom of the bridal couple going away in their own carriage, is followed to a certain extent in this country of late. Instead of taking the train for the bridal tour in their own city or town, it is becoming fashionable to drive to some distant railway station, a half day's ride or more, to take the train.

To bring good luck, there is an old custom of sending a shower of slippers and rice after the bridal couple as they leave, and if the carriage is hit it is an omen of good.

The bridal tour may be dispensed with now without being considered peculiar. Some fashionable people stay away only two or three days, and then appear in society.

It is customary for either the bride or groom to give presents to the bridesmaids, and also to each usher. Bracelets may be given to the bridesmaids, and scarf pins to the ushers.

It will be a relief to many a sensitive young lady, to know that the old custom of every one kissing the bride, is obsolete. It should have been long ago. Only near relatives are expected to do this.

Avoid any display of endearment in public.

A day should be set for the bride to receive her friends. No refreshments are required, but it is more hospitable to pass tea and cake, or chocolate or bouillon. These may be passed to guests while

they are chatting, by a waitress, or by one of the family. This custom is a pleasant one for any lady who has a certain day for receiving.

The author of "SENSIBLE ETIQUETTE" says : "After marriage, both husband and wife should remember that it is in home companionship that deference is most needed to lift the dullness out of our lives, and send the light of poetry into the heaviness of little cares ; that in the home circle the forms of courtesy are by far the most precious, filling the atmosphere of daily existence with their fragrance."



## VI

# Guests.

\* \*  
\*

“An agreeable, gentle, and courteous manner is a fortune.”

\* \*  
\*

The English are acknowledged to be the best hosts in the world. They understand how to let a guest alone.

When they invite guests for a week or more they name the day and hour they shall come, and also the time when they are expected to leave. This is a point that should be well guarded. The host or

hostess may have reasons which they cannot explain, why their guests should not prolong their visit, and to remain beyond the time for which one is invited is a great mark of ill-breeding.

The host should tell his guest in the morning what pleasures he may enjoy during the day—riding, driving, or whatever it may be—and leave him to walk or ride, or do nothing, as he pleases, expecting to meet him at dinner.

The guest is not neglected, neither is he overwhelmed with constant and unremitting attentions. Such liberty is charming.

The truest hospitality, is to give the guest the freedom of doing what he pleases.



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Do not appear to be entertaining him. Perform your every-day duties as usual, after providing for his comfort.

The guest should be strictly punctual at meals, for the drive—everywhere. “Punctuality is the politeness of kings.”

If a guest is invited where the hostess is not acquainted, it is proper for him to go alone, but be sure to give the hostess due notice, so that her plans will not be disarranged.

The guest should be allowed to refuse invitations to visit with the hostess, when he is not acquainted.

Visiting may be the most laborious work one can do. To feel obliged to keep up conversation con-

tinually, from morning until night, for days or weeks, is more than the nervous organization of the present generation can endure.

The most agreeable hospitality to visitors is that which puts them entirely at ease. This can never be the case when the guest sees that the order of family arrangement is essentially altered, and that time, comfort and convenience are sacrificed for his accommodation.

A guest should be given perfect freedom to act his own pleasure. All have not the same tastes. On the other hand, it is rudeness on the part of the guest not to seem pleased with whatever is provided for his entertainment, and he should enter into every pleasure with zest. Use tact in all things; it will often serve you better than talent.



## VII

# Lawn Parties and Flowers

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“ There’s rosemary, that’s for remembrance ;  
And pansies, that’s for thoughts.”

\* \*  
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Given, a fine day, a green lawn, shade trees, flowers, and something to eat, and an out-door party is sure to be a success. Who does not enjoy the pure air and bright sunshine, with a fine landscape before him?

A larger number can be invited to a lawn or garden party than could be accommodated in the house, and there is much more freedom. The guests should

be received out of doors, but ladies may go into the house to take off their wraps, where a maid should be in attendance. It is well to have rugs placed around on the lawn for delicate persons.

All sorts of out-of-doors games should be provided for guests, and a platform for dancing built. A band of music adds much to the spirit of a party. This is not a necessity, as there are so many games that dancing may be omitted. Lawn-tennis has popularized lawn parties in a great degree.

When the refreshment is to be served out of doors, cold dishes only should be used. Of these there is a great variety, salads of all kinds, cold meats, jellies, ices, charlottes, cakes.

Small tables and camp chairs should be placed at intervals about the grounds. If serving the supper out of doors, requires too great an outlay of time and trouble, it can be served in the house.

Potted plants and flowers may be scattered everywhere in profusion. The more the better.

A lawn party is a beautiful spectacle on a bright summer day, and is thoroughly enjoyed by young and old. They are every year becoming more fashionable.

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### FLOWERS.

Flowers are now used in the most lavish way at all entertainments.

At dinners and luncheons baskets of flowers are set on oval or round mirrors on the table; bouquets

tied with handsome ribbon are placed for each lady, or a basket of roses or rosebuds, or of any flowers, is given each lady.

The fashion of using flowers in profusion on every occasion is growing yearly. They are put to many new uses, such as sending them as valentines, as Easter gifts, and as favors of all kinds. One variety for all the bouquets and floral ornaments on the table is very effective.

For a dinner, study the taste and character of each guest, and place at the side of each lady's plate a large bouquet, tied with ribbon, of the flower that is particularly appropriate to her character, such as tulips for a gay, handsome matron ; lilies of the valley for a quiet, sweet little woman ; Jacqueminots,

with leaves and long stems, for a fun-loving brunette, and so on, adopting the flower to the individual. It affords entertainment and much merriment.

Bouquets carried by brides and bridesmaids are very large.





## VIII

# Débuts.

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In everything that is done, no matter how trivial, there is a right and a wrong way of doing it. The writing of a note or letter; the wording of a regret; the prompt or the delayed answering of an invitation; the manner of a salutation; the neglect of a required attention—all betray to the well-bred the degree or the absence of good breeding.—From the French of Muller.

A young lady makes her début in society when she has finished her school days and is sufficiently educated in the accomplishments of cultivated



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society. It is generally between the ages of eighteen and twenty, although many prefer to remain in school still later. If there are older sisters, the younger are often kept back for a longer time.

Before the début of a young lady, she should not attend parties of older people, even when they are given by her mother.

A young lady should not be seen in society at all before her début. There are two good reasons for this: Her time is supposed to be wholly taken up in pursuing studies that shall fit her for the varied requirements of life, and also when a young lady is often seen in public the freshness and bloom, so fascinating to every one, is gone in a measure, and when she does appear in society there is little novelty about it. Young ladies should make a note of this.

No formality is looked for on a young gentleman's entering society. His coming is more gradual; he is the escort of the mother or sister, long before he cares for it himself.

When a young gentleman has returned from college or traveling, his mother or sister should leave his card with theirs, to insure invitations for him.





## IX

# Chaperons.

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“Who can direct, where all pretend to know.”

—GOLDSMITH.

\* \*

“There is no civilized country in the world where so much license is permitted in the intercourse of young men and women as in the United States. It gives to the foreigner traveling here a singular idea of American morality, and leads him to think that if he had seen young men and women acting toward each other in France as he had seen young

Americans doing, he would reach a conclusion unfavorable to the purity of their relations."—Chaperons for the Girls, by Rhodes.

A chaperon is considered a necessity in English society. A mother is naturally the chaperon of her daughter, but she cannot always be at liberty to go with her.

A chaperon should be a woman accustomed to the usages of good society, and old enough to be the mother of young ladies under her charge.

The practice of a party of young ladies and gentlemen going off for a pleasure excursion, for a day or longer, under the care of a chaperon who is nearly their own age, but who may be married, is a pernicious one. She goes merely to make the party

respectable, and never sees any violations of propriety. Foreigners form the worst judgment of American young ladies, as sometimes seen in these parties.

It is generally felt that a chaperon of suitable age, is indispensable to the respectability of a party of young ladies and gentlemen, or that a young lady who is careful of her reputation will not appear in public without such an attendant.

An agreeable, intelligent woman who knows the ways of polite society, is fitted to be the best friend a young girl may have.

We do not say that all young ladies need a chaperon. There are many who travel every summer unprotected, but who never receive the least incivil-

ity. This care does not indicate that these young ladies need watching, but it improves the general tone of society and gives no occasion for malicious gossip.





X

## Rules and Maxims.

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Always learn to think and act for yourself.  
“Learn to say no; it will be of more service to you than to be able to read Latin.”

Men should keep their eyes wide open before marriage, and half shut afterward. —MLLE. SCUDERI.

A man is, in general, better pleased when he has a good dinner upon his table, than when his wife speaks Greek. —SAM JOHNSON.

Johnson was right. Although some men adore  
Wisdom in women, and with wisdom cram her,  
There isn't one in ten but thinks far more  
Of his own grub than of his spouse's grammar.  
—JOHN G. SAXE.

Man is continually saying to woman, "Why are you not more wise?" Woman is continually saying to man, "Why are you not more loving?" Unless each is both wise and loving there can be no real growth.

—THOREAU.

A house is no home unless it contains food and fire for the mind as well as the body.

MARGARET FULLER.

Be a good listener. To appear interested in the conversation of others is a mark of good breeding. "There is something better than the gift of tongue ; it is the gift of holding the tongue."

"Cheerfulness is the bright weather of the heart." Pleasant, cheerful conversation should be the rule at the table. It is a breach of good breeding for one member of the family to sit down to the table and silently read the daily paper.



Never show impatience. Always defend the absent person as far as truth will admit.

“Self-denial is the secret of true politeness.”

Always keep the brightest part of the house for the family rooms.

Never quite live up to your income.

Do not anticipate trouble and worry about what may never happen. Keep in the sunlight.

Julian Hawthorne says, “The test of a man is not whether he can govern a kingdom single-handed, but whether his private life is tender and beneficent, and his wife and children happy. //

To be thoroughly English is the fashion now-a-days, but the English rules for politeness in many things cannot be adopted by us as a nation. We are a cosmopolitan people, and must be a little more liberal in our ideas of decorum, considering the great variety of nationalities among us. This growing fondness for everything that is English, "you know," may help us in certain directions, but good sense should teach us that rules of "etiquette" cannot be the same where, for generations, the style of living has been so widely different.

"If manners are the outward exhibition of benevolence, the facts show that when the most aristocratic nation in the world is compared, as to manners, with the most democratic, the judgment of strangers is in favor of the latter."

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The manners of England, or France, or Germany alone, would not be suitable for our country ; we may have a little of each—say the best from each—to make up the grand total for our free America, where people of all climes and tongues come to make their homes.

“The records of the courts of France and Germany, in and succeeding the brilliant reign of Louis XIV—a period which was deemed the acme of elegance and refinement—exhibits a grossness, a vulgarity, and a coarseness not to be found among the lowest of our respectable poor.”



## XI

# Letter Writing.

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“Know what’s right ; not only so,  
But always practice what you know.”

\* \*

It is said that the handwriting indicates character ; therefore write an open, plain hand, without flourishes. Above all, spell correctly. Use black ink. Never send a slovenly-written note to any one ; take time to write neatly and plainly. Never use ruled paper for a letter or note if possible. Choice quality in paper and envelopes, indicates refinement.

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Never use numerals, as 1, 2, 3, but write out—one, two, three. Use sealing wax when convenient; it is more elegant than to moisten the envelope when sealing a letter. Letter paper often has the address nicely printed at the top of the page; it has a neat appearance and is good style.

Always acknowledge by note any courtesy or kindness. Exchanging notes on business or pleasure is a good custom, as much valuable time can be saved by so doing in a city of distances.

It is a fine accomplishment to be able to express one's self gracefully in a note or letter. It is largely a gift, but may be acquired by careful practice.

Notes of sympathy to bereaved friends should be sent at once, with flowers if you choose. Do not expect answers. After a time such notes may be

answered or not. It is a delicate matter to write letters of this character. The commonplace expressions of condolence are not what one wants; honest sympathy is what is needed. Better write cheerfully of what remains for a friend to do than dwell in a harrowing way over their affliction.

All notes should begin in the first person excepting notes of invitation. When answering an invitation it should be in the third person, as "Mr. and Mrs. Smith accept with pleasure, the kind invitation of Mr. and Mrs. Brown."

It has long been a disputed question as to how a lady shall give her signature when writing a note or letter on business, or to a stranger, although it is conceded by many that Mrs. or Miss should be pre-

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fixed to the name. "GOOD HOUSEKEEPING" treats the subject in the following way with much force: "It is fair to assume that when a lady subscribes her name to a letter, she desires to have the person addressed *understand* who she is. She should, therefore, so write her signature that not only her sex, but her title, whether maiden or mistress, will be clearly indicated. I believe that a married lady is not justified in signing her name with simply her maiden initials, E. S. Jones, for example, because of confusion in delivering, if for no other reason. The person addressed, when responding, could only use the same form in mailing the reply, and there the trouble would be likely to arise. There need be no doubt, however, if ladies will be careful to subscribe as they should, *i. e.*, give name and title, too, either in parenthesis or not, as may be preferred."

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